



**GOOD SHEPHERD
MINISTRIES™**
WELCOME HOMELESS

CLOTHING ROOM ATTENDANT

PURPOSE:

- Responsible for distributing clothing, toiletries, and towels to clients and organizing clothing donations received

REPORTS TO:

- Drop-In Worker on duty

QUALIFICATIONS:

- Customer service skills
- Conflict management
- Ability to make decisions in high energy environments
- Ability to take direction from supervisor
- Sensitivity, compassion and patience

DUTIES:

- Distribution of clothing to clients, yielding one item of a particular article of clothing per client
- Distribution of personal hygiene products to clients
- Distribution of shower items e.g. towels
- Track all items distributed
- Sort and organize clothing donations as needed

TIME COMMITMENT:

- Minimum of one shift per week
- 9:00am-11:00am

TERM OF APPOINTMENT:

- Ongoing

All volunteers are expected to uphold Good Shepherd Ministries' mission, vision, and values while adhering to Good Shepherd Ministries' volunteer guidelines & code of conduct, confidentiality agreement, and health and safety policies and procedures.